



## Ethics and Training Considerations

### RSVP INFORMATION:

Please RSVP no later than November 8, 2007 to Janice Schuyler:

E-Mail: [janice.schuyler@ct.gov](mailto:janice.schuyler@ct.gov)

Phone: 860-263-6671

### DATE:

November 16, 2007

### TIME:

8:30 AM to 9:00 AM

Registration & Networking

9:00 AM to 12:00 Noon

Program

### LOCATION:

Connecticut Department of Labor

200 Folly Brook Boulevard

Wethersfield, CT 06109

Staff Development Training Rooms A & B

### PROGRAM DESCRIPTION:

Join your colleagues on Friday, November 16th to hear from Attorneys O'Dowd and Lewandowski, Office of State Ethics, to learn about Connecticut's ethics provisions for public officials and how to apply them to your work. To prepare for the meeting you might want to review Connecticut's Ethics Guide for Public Officials. The guide is available for download at the Office of State Ethics website.

As trainers, we face issues that may not be addressed specifically by the ethics policy. Attorneys O'Dowd and Lewandowski have agreed to entertain our questions.

Here are some questions that we will forward to her. If you have additional questions, please send them to Janice Schuyler by email at [Janice.schuyler@ct.gov](mailto:Janice.schuyler@ct.gov) and she will send them to the facilitators.

- What is the status of the mandatory training on ethics for state employees?
- Do we need to use a contracted vendor or can we create or own? Does the state ethics office need to approve our product?
- I'm thinking of leaving state service, what can I take with me, what can I not and what is the "revolving door"?
- Gifts are always an issue. What may I accept from a vendor? (Free trial seats in a training, mugs, reduced price on their product or service?). Also, what about employee to employee, can we still give each other gifts as co-workers? What is "gift to the state"?
- As trainers and administrators of training, what is the most important thing we need to know regarding ethics?

### OUR SPEAKERS:

- Attorney O'Dowd, Assistant General Legal Counsel, Office of State Ethics
- Attorney Lewandowski, Assistant General Legal Counsel, Office of State Ethics

## **DRIVING AND PARKING INFORMATION:**

### **From Route I-91 (North or South)**

Take Exit 28 (Wethersfield/Newington). You will be on Route 15 South. Take the first exit (#85 - Route 99, Wethersfield), which will put you on the Silas Deane Highway, heading South. At the first traffic light, turn right onto Jordan Lane. Go straight (through one 4-way stop intersection) to the first traffic light. Turn left onto Folly Brook Boulevard. The Labor Department Building will be on your left. Take the second left into the Department of Labor Parking area.

### **From Route I-84 West**

Take Exit 57 (left lane exit) to the Charter Oak Bridge. Stay in the left lane going over the bridge and follow the signs for Routes 5 and 15 South. The road will reduce to one lane and then expand to two. Immediately after that, get into the right lane and take the first exit (#85 - Route 99, Wethersfield), which will put you on the Silas Deane Highway, heading South. At the first traffic light, turn right onto Jordan Lane. Go straight (through one 4-way stop intersection) to the first traffic light. Turn left onto Folly Brook Boulevard. The Labor Department Building will be on your left. Take the second left into the Department of Labor Parking area.

### **From Route I-84 East (#1)**

Pick up Route 72 in Plainville and follow it through New Britain. When highway divides, bear left onto Route 9 North toward Newington. Take the first exit. (Newington) At end of ramp, turn right onto Cedar Street. Go to the tenth traffic light and take a left onto Goff Road. Go to the end of Goff Road and take a right onto Nott Street. Go straight (through the 4-way stop at the intersection with Ridge Road.) Go to the bottom of the hill and take a left onto Folly Brook Boulevard. After going under the overpass, take the **first** driveway on your right into the Department of Labor Parking area.

### **From Route I-84 East (#2)**

Pick up Route 691 toward Meriden. Take exit #8, Routes 5 and 15, Berlin Turnpike. At traffic light at end of ramp, turn right. Go straight until the road automatically connects to the Berlin Turnpike. (You will go through 3 traffic lights) Follow the Berlin Turnpike to the last traffic light. (exactly 11 miles. D&D Automotive on your right) Turn right onto Nott Street. Go straight (through the 4-way stop at the intersection with Ridge Road.) Go to the bottom of the hill and take a left onto Folly Brook Boulevard. After going under the overpass, take the first driveway on your right into the Department of Labor Parking area.

## **Parking Information:**

Park in the spaces marked **Visitor** in the front of the building. Visitors must enter through the lobby located at the front of the building on Folly Brook Boulevard and obtain a visitor's badge.

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